

Symposium Order Form

Company Name				
Invoice address	Street			
	Number			
	Town			
	Post Code	Country		
Tel - including country code				
Email address				
VAT number				
Contact Person	First Name	Last Name		

<u>Allocation:</u> Rooms will be allocated in order of application.

Extra Costs: All extra costs related to orders, set-up/rehearsal timings will be invoiced directly to the symposium organiser.

Symposium Programme: Symposium Programme has to be sent by 15 March 2019

MODIFICATIONS: An administrative fee of € 150 will be charged for each modification requested after invoice is issued.

Capacity	Number of rooms available	Price (exclusive VAT)	Saturday 1 June 2019	Sunday 2 June 2019	Monday 3 June 2019	Total cost (excl.VAT)
160	1	20 200€		Not available		
400 - 440	3	26 200€				
800 - 1000	5	30 200€				
HUB	1	26 200€				

<u>IMPORTANT:</u> By submitting this form, the exhibitor accepts the 2019 Guidelines and Terms & Conditions Payment within 30 days of the invoice date. Cancellations will be not be refunded.

	Company stamp
Authorised signature	
Printed name	
Job title	
Date	